

**GOVERNMENTAL, SCHOOLS AND HOSPITALS AND  
HEALTH CARE FACILITIES SECTORS**  
CRITERIA FOR TECHNICAL AND ECONOMIC FEASIBILITY REVIEW  
BY THE DEPARTMENT OF WATER RESOURCES

TO BE ELIGIBLE, PROJECTS MUST:

1. Be conducted within the state of Idaho.
2. Be consistent with the State Energy Plan.
3. Demonstrate the ability to conserve energy through efficient energy use or the utilization of renewable energy resources which results in energy savings based upon a net reduction or displacement of non-renewable resources.
4. Utilize existing, reliable technologies.
5. Meet federal and state air and water quality standards.
6. Show a simple payback period of 10 years or less for the total cost of the project based on estimated annual energy savings. This may be subject to waiver in unusual circumstances.

PROJECTS MAY:

1. Be for existing structures.
2. Include energy-efficient lighting systems (luminaires), occupancy/daylight sensors, and building commissioning in new construction. No other measures are eligible for new construction. (Exception: The use of renewable resources in new construction may be eligible, depending on the project. A separate criteria sheet which discusses renewable resource projects is available upon request.)
3. Not utilize program funds to take advantage of an interest rate lower than one on an existing permanent loan (no refinancing) nor pay for measures already in progress or completed.

ADDITIONAL LOAN CRITERIA INCLUDE:

1. No minimum loan amount.
2. The maximum loan amount is \$100,000.
3. Interest rate on loans is 4%.
4. The applicant must complete the loan application process and begin installation of energy conservation measures or renewable resource projects within 90 days and for building commissioning within one year following approval of project by the Department. Failure to do this will result in revocation of the loan and require submission of a new application to the Department.
5. Repayment of the loan is 5 years or less.
6. Water rights information must be provided for ascertaining legal compliance with water rights requirements, where applicable.
7. Applicants must be the direct user/benefitter of projects funded by this program. Projects which are energy-for-sale or energy-commodity-for-sale projects are not eligible.
8. Changing of fuel sources only if the change results in an increased Btu efficiency, with the exception of the use of renewable resources, which includes solar energy, wind power, water power, geothermal energy and biomass resources. Conversion to the use of a renewable resource is excluded from the requirement of showing an increase in Btu efficiency.

#### LOAN APPLICATION PROCESS

1. Complete and return application form to the Department of Water Resources, P.O. Box 83720, Boise ID 83720-0098, for initial review.
2. Department staff will review the project for economic and technical feasibility. Applicants will be notified in writing of project's approval or denial based on the analysis of economic and technical feasibility.
3. Invoices for completed projects totaling \$10,000 or more must be submitted to the Department. The installed project (invoice) must match the application project (bid) before funds will be disbursed.
4. Wherever possible, a lien will be placed on the items purchased with the loan.
5. The Department **will not** subordinate its lien position to any creditor.
6. If approved, payment amount and schedule will be calculated and promissory notes and any necessary security agreements will be provided for applicants' signatures.

NOTE: Request a conservation project application form for new or existing building improvements' projects. Request a renewable resource application form if proposing a renewable resource project.

OTHER CHANGES MAY OCCUR AS NECESSARY.

Revised and effective June 19, 2000.

Idaho Department of Water Resources  
1301 N. Orchard  
P.O. Box 83720  
Boise, Idaho 83720-0098  
Call Toll free 1-800-334-SAVE

GOVERNMENTAL, SCHOOLS, AND HOSPITALS APPLICATION FORM

ENERGY CONSERVATION PROJECTS

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Contact Person \_\_\_\_\_

Estimated Total Cost \_\_\_\_\_ Amount of Loan Requested \_\_\_\_\_

Estimated Startup Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

SECTION I - DESCRIBE THE ENERGY CONSERVATION/RENEWABLE RESOURCE PROJECT:

Provide description adequate to determine technical and economic feasibility of project. No specific format is required. **Describe existing conditions, proposed improvements, and the itemized costs of improvements. Include bids or estimates. Provide square footage of building and use of structure.** For **heating system improvements**, provide fuel type and age of existing system, along with one year's data of heating costs; describe the new system including the efficiency. For **windows and doors**, list square footage to be changed, age and type of heating system, existing conditions, e.g. single-pane windows, hollow-core doors, etc. and describe the improvements, e.g. double-pane windows, low-E glass, solid doors, etc. For **insulation**, provide amount or R value of existing insulation, square footage to be changed by area, e.g. ceiling, floor, walls, and the new R value or inches and type of insulation, e.g. batts, blown-in, to be installed. For **other projects**, provide as much detail as possible. Include drawings and diagrams as necessary. Where appropriate give brand names of equipment. For **geothermal projects**, provide legal descriptions. Be prepared to provide additional information if requested by review staff. Please continue description on additional paper, if necessary. NOTE: Major projects may require formal engineering studies.

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PROJECTS MUST COMPLY WITH APPLICABLE FEDERAL REGULATIONS, AND STATE, COUNTY OR MUNICIPAL HEALTH, BUILDING, HOUSING, FIRE PREVENTION, AND HOUSING MAINTENANCE CODES.